



RIVER RAISIN WATERSHED COUNCIL

320 Springbrook Avenue, Suite 102

Adrian, MI 49221

517-264-4754

rrwc@lenawee.mi.us

riverraisincoordinator@gmail.com

www.riverraisin.org

**River Raisin Watershed Council
Executive Committee Meeting Minutes
July 18, 2023 - 10:30 a.m.
Via Google Meet/804 N. Evans St
Tecumseh, MI 49286**

Roll Call

Chair Harry Sheehan called the meeting to order at 10:36 a.m.

Executive Committee members present: John Calhoun, Sybil Kolon, Phil Kittredge, Harry Sheehan, Trudi Cooper

Executive Committee members absent: Dave Hoffman, KZ Bolton

Others present: Stephen May – RRWC Executive Director, Meija Knafl – RRWC Outreach Coordinator, Lydia Lopez - RRWC Water Stewardship Coordinator, Benny Woith - RRWC Administrative Coordinator, Stella Kirby - (City of Petersburg, Delegate), Josh Kofflin (City of Milan, Delegate - virtual)

1. Approval of Agenda - July 18, 2023

- a. Motion by Calhoun, second by Kittredge, to approve the July 18, 2023 Agenda as presented. **MOTION CARRIED BY VOICE VOTE.**

2. Approval of Minutes - June 20, 2023

- a. Motion by Cooper, second by Kolon, to approve the June 20th, 2023 Agenda as presented. **MOTION CARRIED BY VOICE VOTE.**

3. Treasurer's Report

- a. The Treasurer's Report for the period June 1, 2023 - June 30, 2023 was distributed and reviewed by May. At Premier Bank: Revenue – **\$50,273.79**; Expenses - **\$0.00**; Balance to date: **\$66,655.02**. At County National: Revenue - **\$4,605.59**; Disbursements - **\$23,531.15**; Balance to date - **\$40,624.47**. Motion by Calhoun, second by Cooper to accept and file the Treasurer's Report. **MOTION CARRIED BY VOICE VOTE**
- b. Approve Disbursements for Outstanding Bills - Updated report on File: May reviewed the monthly expense report to the total of **\$44,361.97**. Motion by Cooper, second by Kittredge, to authorize payment of these bills to the total of **\$44,361.97**. **MOTION CARRIED BY VOICE VOTE**
- c. RRWC 2023 YTD - Report on file

4. Public Comments (3) Minutes

- a. Stella Kirby (City of Petersburg, Delegate) chair of the planning commission. Interested in developing Fernstrom Park, that backs up to the river and is trying to

find the right people to help. Kolon to talk with Kirby after the meeting about possible options.

5. New Business

- a. RRWC Strategic Planning Grant - RFP - Update
 - i. May had Kolon review document. May to send out to consultants. RRWC is looking at a 5 year plan, with focus on stabilizing the revenue stream. We would like to complete it by September 2024. Some of the \$50,000 grant funding will be used to cover staff support.

6. Old Business

- a. Brooklyn Dam - Update
 - i. The permit has been received. Draw down could happen anytime. Knafl would like to target the first week of August for a public information meeting.
- b. Letter to City of Tecumseh - AJ Smith Building Rental
 - i. May sent out a letter to the city and they would either like to discount rent by 20% or share the space with local Boy Scouts. Staff to look into current grants to see if funds can be allocated. Hoping to commit to staying for 12 more months. We believe the higher rent amount should include providing internet, which we are currently paying for.
- c. AmeriCorps Team - Update
 - i. Knafl to hear back at the end of the month.

7. Executive Director Updates

- a. Report/Calendar/2023 Membership Updates:
 - i. 54 municipal members
 - ii. 3 corporations to date
 - iii. 10 individual members to date
- b. Lenawee County Fair - Update
 - i. Raffle items (two kayaks, one Yeti cooler) have been purchased and raffle tickets have been created and to be printed.
 - ii. New space in the Merchants building. Set up will be this Friday.
 - iii. Schedule passed around for staff, board and volunteers to sign up for shifts.
- c. Outreach/Expansion Support Grant - Update
 - i. Sheenan to file a report and will update on where we are at and if receipts are needed. Will get reports to May for signing.
- d. Brooklyn Dam Removal/New Grant Proposal - Update
 - i. Awarded \$2.5 million which may not be enough to complete the project. We expect additional funding will be available to complete the project.

8. Outreach Coordinator - Updates

- a. Upper Wolf Creek Watershed Management Grant - Update
 - i. Next set of surveys scheduled for July 25th/26th. Sampling for livestock *E. coli* in the water. Knafl will inform the board of the date of a meeting of all partners that will be scheduled to discuss the findings thus far.
- b. University of Maryland - Watershed Report Card - Update
 - i. Knafl has sent out content for the Report Card to the University of Maryland. There is a meeting next week. Hoping to have physical copies in October. The Report Card is about 80% done.
- c. Completed Events:

- i. Pittsfield Nature Walk 6/23/23
 - ii. Blissfield Tree Planting Meeting 6/26/23
 - iii. Blissfield Storytime 6/28/23
 - iv. WLEB MAEAP Meeting 6/28/23
 - v. Lefglen Nature Walk 7/8/23
 - vi. Blissfield River Raisin Festival 7/13-7/15/23
- d. Upcoming Events:
- i. Fishing Program 7/19/23
 - ii. FLG Annual Meeting 7/20/23
 - iii. Budding Naturalists 7/17 and 7/19/23
 - iv. Brooklyn Mussel Survey 7/25/23
 - v. Loch Erin Water Sampling 7/25 and 7/26/23
 - vi. Evan's Park Cleanup 7/31

9. Water Stewardship Coordinator - Updates

- a. Lopez has put together events and flyers for:
 - i. Exploring Macro-Invertebrates 8/5
 - ii. Evans Park Clean Up 7/31
 - iii. Fishing Program 7/19
 - iv. Insect Preservation 9/9-9/30
 - v. Intro to Foraging 8/3
- b. Future events:
 - i. Watercolor your Watershed - Lopez planning a local artist to come out and teach watercolor class.

10. Administrative Coordinator/Assistant - Updates

- a. Woith added new events: Foraging, River Clean up, Insect Preservation to Website, Calendar. Set up sign ups/tickets on Give Butter. Submitted some events to the newspaper.
- b. Woith created raffle tickets for Lenawee Fair.
- c. Woith, Knafl and Lopez left while the board discussed Woith's request to work remotely for the next four months. Staff returned and it was agreed that Woith will be paid at her hourly rate for 5 to 10 hours per week.

11. Programs/Partnership Updates

- a. ERB Grant - Farmer-Led Watershed Conservation - FLG
 - i. Semi annual meeting at Bob Platt's farm on Thursday 7/20 at 8am-1pm.
 - ii. Head count of 24 people.

12. Committee Reports

Outreach – Still working on next year's 50th anniversary Gala. Lee Walsh created the logo for the anniversary. Gala to be September 28th, 2024.

Technical – None.

Development – None.

Administrative – Met to talk about updating by-laws. To bring changes next month.

Financial – To meet after this EC meeting.

13. Public Comment - 3 Minutes

None.

14. Next Meeting

a. **Executive Committee - August 22th, 2023 - 10 a.m. - 12 p.m. - Tecumseh Office**

15. Adjournment

Motion by Kittredge, seconded by Calhoun to adjourn at 12:04 p.m. **MOTION CARRIED BY VOICE VOTE.**

Respectfully submitted by Benny Woith - Administrative Coordinator

Date: 7/26/2023

Secretary:



Date: 08/22/2023